

Iowa Judicial Officer Workload Assessment Study, 2016

Final Report
June 2017

THE NATIONAL CENTER FOR STATE COURTS

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We extend a special note of thanks to Chief Judge Marlita Greve, who chaired the committee, and John Goerd, Deputy State Court Administrator, for their assistance, including their ongoing availability and behind-the-scenes assistance throughout this project.

Judicial Workload Formula Committee

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District Judge Andrea Dryer, District 1
District Judge James Drew, District 2
District Judge Kathleen Kilnoski, District 4
District Judge Doug Staskal, District 5
District Judge Fae Hoover-Grinde, District 6
District Judge Myron Gookin, District 8
District Associate Judge Julie Schumacher, District 3
District Associate Judge Romonda Belcher, District 5
Magistrate William Early, District 4
Magistrate Stephen Wing, District 7

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Executive Summary

Introduction

Iowa's court system needs adequate judicial resources to effectively manage and fairly resolve court cases without delay while also delivering quality services to the public. Meeting these challenges requires an objective means to determine: (1) the number of state-level judicial officers needed to handle the trial court's caseload, and (2) how to equitably allocate the judicial positions provided by the legislature.

Increasingly, state and local court systems are moving toward evidence-based weighted workload formulas to help determine judgeship needs, rather than relying solely on counting the number of filings – which treats all cases equally. A weighted workload formula enables court systems to distinguish differences in how much judicial time is required to handle different types of cases.

In the past ten years, the National Center for State Courts (NCSC) has conducted judicial workload assessments and developed weighted workload formulas for at least 35 states and two U.S. territories.¹ In 2000 and again in 2008, the NCSC conducted judicial workload assessments and developed weighted case formulas for the Iowa district courts. Between 2003 and 2015, the judicial

branch employed the weighted case formulas to assess and compare the need for district court judges in the state's fourteen judicial election districts whenever a district judge retired. On two of those occasions, in 2003 and 2005, the judicial council approved moving the district court judgeship to a judicial election district deemed to be in greater need of a district court judge. In addition, the state court administrator used weighted workload models to allocate magistrate positions in 2005, 2009, and 2013.

Since the last update of Iowa's weighted workload formula for judicial officers in 2008, significant changes have occurred in the nature of the courts' caseload and the management of cases. For example, the judicial branch completed implementation of its statewide electronic document management system (EDMS) in 2015, so all documents are electronically filed and managed. The supreme court also implemented new rules to streamline discovery in civil cases and to authorize expedited processing of cases involving \$75,000 in damages or less. Given these significant changes, in 2016, with support from the judicial council and supreme court, Iowa's state court administrator contracted with the NCSC to update the case weights and the judicial workload formula.

With guidance from the Judicial Workload Formula Committee (JWFC), appointed by the state court administrator, the NCSC conducted a judicial work-time assessment study in Iowa's district courts during 2016 using state-of-the-art research practices. The 2016 study included the following components:

¹ During the past ten years, the National Center for State Courts has conducted weighted workload studies for judges in the following states: Alabama, Georgia, Colorado, Delaware, Kansas, Indiana, Iowa, Louisiana, Maryland, Missouri, Michigan, Minnesota, Montana, Nebraska, Nevada, New Mexico, North Dakota, Oregon, Pennsylvania, South Dakota, Tennessee, Texas, Vermont, Virginia, West Virginia and Wisconsin. The NCSC has also conducted weighted workload studies for use with court clerks, probation, parole and local courts, and some projects are currently under way.

- A very high judicial participation rate of 94% during a four-week study of judicial work-time;
- A streamlined judicial work-time data collection process that included a user-friendly electronic data entry process, along with a built-in process to identify data entry errors to ensure data accuracy;
- A statewide survey of judicial officers to assess whether they have adequate time to achieve reasonable levels of quality in case resolution, which assisted in determining the adequacy of the case weights based solely on work-time data;
- Use of four focus groups involving judicial officers from each judicial district who participated in the work-time study to review and discuss findings from the work-time study and from the “adequacy of time” survey. This input informed the discussion and decisions by the JWFC regarding the weighted workload formula; and
- Development of new case weights for a revised set of case types.

The project was organized around the following primary tasks:

1. Development of the research design.

The JWFC worked with senior consultants from the NCSC to oversee an update of the existing weighted workload formula developed by the NCSC based on a judicial work-time study in 2008. The members of the JWFC included district court judges, district associate judges, magistrates, and two district court administrators. They were selected by the state court administrator to ensure representation from each judicial district and to bring gender balance and credibility to the committee. The committee provided advice on the overall study design, the identification of

the case types for which case weights would be developed, the methodology and content of the training sessions prior to the work-time study, the duration of the time study, and the location and composition of the focus groups. It also provided direction and feedback on key issues covered in the final report.

2. Judicial work-time study. More than 94% of all district court judicial officers participated in the four-week study of judicial work-time conducted between September 12 and October 7, 2016. During the study, judicial officers kept records of all time spent on case-related and non-case-specific activities. Before the study began, the NCSC conducted six one-hour training webinars to prepare judicial officers for the study. The NCSC also provided written instructions and an on-line help desk for judicial officers who had questions about data entry or wished to report problems during the study. Senior NCSC staff analyzed the work-time data and produced tables by judicial election district and statewide as requested by the JWFC.

3. Adequacy of Judicial Time Survey.

During the third week of the time study, approximately 37% of all judicial officers in Iowa completed this online questionnaire regarding the sufficiency of time available during the course of normal working hours to do their work. This survey revealed that Iowa’s judicial officers believe they do not have enough time to fairly and effectively handle nine civil, domestic, probate, and juvenile case types among the 28 case types studied. The area in which additional time appears to be most needed is for writing rulings.

4. Analysis of judicial work-time data and preparation of preliminary case weights.

NCSC staff compiled and analyzed the data collected from the work-time study. For each of the 28 case types, NCSC staff determined the total amount of case-related work-time reported by all judicial officers during the four-week study, then divided the total work time (minutes) by the total number of CY 2015 filings for each case type. This calculation yields the *case weight* for each case type, which is the average number of minutes of judicial work time required to handle all matters for the given case type during one year.

5. Four judicial focus groups. In November 2016, senior NCSC staff conducted focus group discussions with groups of judicial officers in four locations across the state to review the project and discuss preliminary findings from the work-time study and Adequacy of Time Survey.²

6. Production of tables showing details on the calculation of new case weights, tables showing the results from the adequacy of time survey, and a summary of focus group findings. NCSC staff produced tables showing details on: (a) judicial work-time by case type and activity type, (b) calculation of the new case weights, and (c) findings from the Adequacy of Time Survey by case type and activity type. They also produced a report summarizing the findings from the focus group

discussions. These tables and report were distributed to the JWFC for review prior to the final in-person meeting in December.

7. JWFC review, discussion and decision-making.

The JWFC held two in-person meetings after completion of the work-time study. On November 3, 2016, the committee met prior to the focus group session to review preliminary findings from the work-time study and the Adequacy of Time Survey. After the focus group meetings, the JWFC met again on December 8, 2016, to review a more detailed analysis of the research findings and make various decisions regarding the composition of some case types and whether qualitative adjustments needed to be made to the case weights. After considerable discussion of the pros and cons of making adjustments to the case weights derived solely from the work-time study, the committee recommended adjustments to the case weights for nine civil, domestic, probate, and juvenile case types.³

8. Preparation of the Final Report.

After the JWFC meeting in December 2016, when it made decisions regarding adjustments to some of the case weights, NCSC staff developed a draft report on the findings and recommendations for review by the JWFC. After obtaining feedback from

² Focus groups included a mix of judicial officer types, including District Judges, Associate Judges, and Magistrates.

³ Two additional adjustments were made to adult criminal and juvenile delinquency treatment court cases overseen by *lay panels*. The JWFC decided to retain the case weight from the 2008 study because insufficient judicial work-time data were obtained for these case types during the 2016 work-time study.

the JWFC during a conference call on January 26, 2017, NCSC staff produced this final report.

Summary of Findings

This assessment establishes a set of case weights, which reflect the average time judicial officers spend per case on a case type each year. Applying the case weights to the annual filings of the case types in the workload model produces a uniform and comparable measure of the number of judicial officers needed to resolve cases effectively.

The Final Report explains in detail each step in the research and data analysis process for this judicial workload assessment and the construction of the weighted workload formula. The weighted workload formula is sufficiently flexible to allow the Iowa court system to determine the approximate need for various types of judicial officers in each judicial district, election district, or county. How the various types of cases are allocated among the types of judicial officers will vary by district according to the available judicial resources.

The new weighted workload formula with the case weights recommended by the JWFC (some of which include adjustments shown in Figure 10)⁴ reveals that statewide the Iowa district courts should have at least **277**⁵ full-time equivalent (FTE) judicial

officers – *38 (16%) more* than the **239** FTE judicial officers of all types⁶ currently authorized. Even without the case weight adjustments recommended by the JWFC, the weighted caseload formula indicates the district courts need a minimum of **262** FTE judicial officers -- *23 (9%) more* than the current number of authorized judicial officers.⁷

Recommendations

The NCSC proposes the following two recommendations to maintain the integrity and utility of the case weights and judicial needs model.

Recommendation #1

The NCSC recommends updating the judicial officer need assessment annually, using case filings from the most recent year.

Recommendation #2

The workload formula presented in this report should be the starting point for determining the need for judicial officers in each district and subdistrict. There are some key factors that are not directly accounted for in this weighted caseload formula including, but not limited to: differences between urban and rural jurisdictions in their abilities to have judges specialize and to effectively provide backup judges when needed; differences in jury trial rates among counties and subdistricts; possible variations

⁴ The JWFC recommends supplementing case weights for some case types for which judges reported not have sufficient time to perform the judicial duties most of the time. See a detailed explanation on page 16 and endnote 1 in Appendix G, which shows the weighted caseload formula using 11 adjusted case weights.

⁵ This number is derived from the new formula that includes supplements to the case weights for 11 of the 28 case types, as recommended by the JWFC. The number is rounded down from 276.9. (See Appendix G

for details on the formula and supplements to the 11 case weights.)

⁶ There are 191 full-time judges and 146 part-time magistrates. Magistrates are considered to equate to approximately 33 percent of full-time [$146 \times .33 = 48.2$ full-time equivalent judicial officers]; $191 + 48.2 = 239.2$ (see Appendix F).

⁷ See Appendix H, which shows the weighted caseload formula by judicial election district using unadjusted case weights.

in the proportion of civil and domestic cases involving self-represented parties; differences among counties in the percentage of persons who require court interpreting services (whose hearings require more time); and the inadequate number of various judicial support staff (e.g., law clerks, court reporters). The state court administrator and the judicial council may wish to weigh these qualitative factors when they consider reallocation of judicial officers or requests for additional judgeships.

The NCSC and the JWFC jointly propose the following recommendations.

Recommendation #3

The supreme court and the judicial council should consider adopting the JWFC case weight adjustments recommended in this report (see Appendix G). The survey on the adequacy of time that judges currently have to perform their judicial duties revealed that most judges do *not* believe they usually have sufficient time to perform key judicial duties. The case weight adjustments recommended by the JWFC are intended to provide adequate judicial resources so Iowa judges usually or almost always have sufficient time to perform judicial duties, particularly to produce thorough and well-researched written rulings.

Recommendation #4

This report provides only a general summary of the findings from the application of the new weighted workload model for assessing judgeship needs. The report does not assess the need for specific types of judicial officers in each judicial election district. The general application of the new model shown in Figures 13 and 14 – and appendices G and H -- could mask the extent of shortages or

surpluses of specific types of judicial officers in some judicial election district. To make more effective use of the model, the state court administrator should apply the model in a manner that provides an estimate of the need for specific types of judicial officers (district court judges, district associate judges, and judicial magistrates) in each judicial election district.

Recommendation #5

During the judicial work-time study, all the time magistrates spent working on cases – including case-related work time while on-call -- was recorded and included in the calculation of the case weights. However, the “on-call” time, during which magistrates have to be available to handle matters after regular work hours, was not systematically captured in the case weights. The state court administrator should take this issue into account when using a weighted caseload model to assess the need for judicial magistrates in each county.

I. Introduction

How do courts or legislatures determine the need for an adequate number of judicial officers to handle the workload in a jurisdiction in a fair, timely, and efficient manner? Historically, states and local jurisdictions have used population-based formulas (e.g., one judge for each 10,000 people), formulas based on total case filings (e.g., one judge for each 500 cases filed – regardless of the types of cases), or some combination of the two. However, it has become clear throughout the U.S. that such formulas provide only rough estimates of judicial workload. Social, demographic, geographic, and economic factors can produce substantial variations in the types, number, and proportion of criminal and civil cases filed in a jurisdiction. It's clear that the simple filings or population-based formulas are inadequate for effectively determining judgeship needs.

What is the alternative? Responding to public demands to run the court system “more like a business,” judicial leaders and legislatures around the U.S. are increasingly turning to evidence-based workload assessment models that assign different weights to various case types based on the amount of judicial time required to fairly handle the cases in a timely manner. These research-based models are known as weighted caseload or weighted workload formulas. The National Center for State Courts (NCSC) is a national leader in conducting judicial workload assessments and developing weighted workload formulas determining the need for judicial officers and court staff.⁸

⁸ The NCSC has conducted judicial weighted workload studies in more than 25 states since 2000. Many

The Iowa judicial branch has been committed to using evidence-based workload formulas for determining judgeship needs since 2000, when the state court administrator, with approval of the supreme court, contracted with the NCSC to conduct the state's first judicial work-time study and develop a weighted workload formula for determining judgeship needs. More than half of the state's judicial officers participated in the 2000 study. The NCSC returned in 2008 to conduct another judicial work-time study and update the weighted workload formula. More than 94% participated in the 2008 study. Iowa's weighted workload formulas were used to help determine the allocation of judicial magistrates to each county in 2005, 2009, and 2013. In addition, in 2003, 2005, 2006, 2007, and 2015 the judicial council considered a weighted workload analysis of judgeship needs in its deliberations on proposals to move a total of six open (due to retirement) district judgeship positions to a different judicial election district that appeared to have a greater need for a district judge. Two of the six district judge positions were moved to different judicial election districts as a result of those deliberations.⁹

At the request of the judicial branch, in 2007 the Iowa General Assembly acknowledged the utility of a weighted workload formula for determining judgeship needs and amended Iowa Code section 602.6201 by striking the long-standing statutory formula

weighted workload studies for court staff, probation officers and others have also been conducted since 2000. This is the third judicial weighted workload study conducted by the NCSC for Iowa.

⁹ In 2003 a district judge position was moved from judicial election district 8A to district 6; in 2005 a district judge position was moved from district 2B to district 4.

for district judgeships, which was based on a combination of total filings and the population in a judicial election district. In its place the legislature authorized the supreme court to adopt a new formula, which must be based upon a model that measures and applies an estimated case-related workload.¹⁰

This report describes the methods and results of the NCSC's comprehensive and evidence-based assessment of judicial officers' work in Iowa's trial courts in 2016. The primary goals of the study were to produce a weighted caseload formula that establishes a methodologically sound means to:

- (1) Determine the number of state-level judicial officers needed to handle the trial courts' caseload fairly and effectively in a county, district, or statewide, and
- (2) Equitably allocate the judicial positions provided by the legislature.

II. Judicial Workload Formula Committee (JWFC)

The JWFC, appointed by the state court administrator, included:

- 7 District court judges,
- 2 District associate judges,
- 2 Judicial magistrates, and
- 2 District court administrators

All judicial districts had at least one judicial representative on the committee.

The JWFC provided guidance on critical issues throughout the workload assessment

project, which included collection of three types of data:

- Judicial work-time data,
- Data from the judicial officers' survey on the adequacy of time to perform judicial duties,
- Qualitative feedback from judicial officers in focus groups in four locations in the state.

The JWFC met in-person three times and once by conference call during the course of the project. During the first in-person meeting in July 2016, the JWFC identified and defined the parameters for which data would be collected during the workload assessment. This included identifying: (a) which judicial officers should participate; (b) the timeframe during which the data would be collected, and the length of time that needed to be captured; (c) the case types for which to generate case weights; and (d) the tasks and activities (case-related and non-case-related) that judicial officers perform in and out of court.

During the second JWFC meeting in November, after completion of the work-time study and adequacy of time survey, the committee reviewed the preliminary findings presented by NCSC staff. The committee provided valuable feedback that sharpened and improved the data analysis and provided direction for the types of questions to be discussed by judicial focus groups conducted later in November.

In December, the JWFC met in-person a third time to review feedback from the focus groups and a more detailed and refined analysis of the work-time data and case weights. The committee made critical recommendations during this meeting

¹⁰ Supreme Court of Iowa Order, *In the Matter of Appointment to the Judicial Council Subcommittee to Update the Judicial Workload Assessment Formula*, dated July 23, 2007.

regarding adjustments to some of the case weights.

In mid-January 2017, the JWFC met via conference call to review and discuss the NCSC's draft of the final report.

III. Work-Time Study

Judicial Officer Participants

Figure 1 indicates that 94 percent of all trial court judicial officers (319 of 339 active and eligible judges and magistrates)¹¹ participated in the four-week study of judicial work-time, including judicial officers from all 99 counties. Senior judges who worked during the four-week study period also participated in the study. This exceptional participation rate assures confidence in the accuracy and validity of the resulting case weights.

Figure 1: Iowa Judicial Officer Participation Rate Summary

Judicial Officer Types	Expected Participants	Actual Participants	Participation Rate
Judges	193	185	95.9%
Magistrates	146	134	91.8%
Total	339	319	94.1%

Preparation for the Work-Time Study

To ensure consistency in the tracking of time, NCSC consultants provided six webinar-based information and training

sessions between August 30 and September 8, prior to data collection. NCSC staff also provided written training materials at the time of the training sessions and provided online access to those materials throughout the study. Additionally, the NCSC provided assistance through a judicial workload assistance help link that was available online and via telephone prior to and throughout the data collection period.

Work-Time Data Collection Process

Participating judicial officers recorded their work-time each day for four weeks, from September 12 to October 7, 2016. They were instructed to record all work-related time including work that was done after regular work hours, at home or office, and on weekends or holidays. Participants recorded their time on a paper-based time tracking form, and then transferred this information to a web-based data entry program when it was convenient for them to do so. Once submitted, the data were automatically entered into NCSC's secure database, which was accessible only to NCSC staff that analyzed the data. Collecting data from judicial officers across the state ensured that sufficient data were collected to provide an accurate average of case processing practices and times for all case types included in the study.

The work-time study employed an event-based methodology, which allows analysts to collect data from a four-week period and translate that data into an annual representation of judicial officer work. (See Appendix A for a detailed description of this methodology.)

¹¹ The participation rate is based upon the number of people expected to report, not the number of FTE. Some judge positions were being held open (vacant) during the work-time study to help the judicial branch adapt to budget cuts during FY 2017. See page 19 for a description of how the NCSC accounted for the vacant positions in the methodology for this study.

Data Elements in the Judicial Work-Time Study

NCSC project staff met with the JWFC in July 2016 to determine the case type categories, case-related and non-case-specific activities to be included in the work-time study. The committee also discussed the contents of the Adequacy of Time Survey and the purpose and locations of the focus groups. The following section provides a more detailed description of the time study elements.

Case Types

Knowing the average amount of time devoted to different types of cases allowed the NCSC and the JWFC to estimate judicial officer need in relation to the number of and relative complexity of cases handled. Developing an appropriate set of case type categories is important because it reflects the way cases are actually processed and counted in Iowa. Case types also should be aggregated into a meaningful number of categories that are likely to remain stable for the foreseeable future. Following this logic, the JWFC determined that time study data should be collected on 28 clearly identifiable case types. Figure 2 shows the case types, calendar year 2015 case filings, and the percentage of total filings for each case type. Appendix B provides a full description of the case types.

Figure 2:
Iowa Case Filings Calendar Year 2015

Case Types	Total New Filings	Percent of Total
Simple Misdemeanors*	172,459	45.0%
Serious or Aggravated Misdemeanors	46,179	12.0%
D Felonies	12,651	3.3%
C Felonies	2,769	0.7%
B Felonies	1,875	0.5%
A Felonies	82	0.0%
Search Warrant Cases	6,745	1.8%
Domestic: Dissolution & Modifications	13,487	3.5%
Domestic Abuse	6,068	1.6%
Domestic Other	12,669	3.3%
Small Claims & Infracts*	48,896	12.3%
Complex Civil Cases**	293	0.1%
Tort: Other	2,657	0.7%
Civil Law & Equity	16,217	4.2%
Probate	14,427	3.8%
Post-Conviction Relief	518	0.1%
Administrative Appeals	1,257	0.3%
Adult Commitments	11,842	3.1%
Juvenile Commitments	1,631	0.4%
Juvenile TPR	1,989	0.5%
Juvenile CINA, FINA and Other Child Welfare	4,908	1.3%
Juvenile Delinquency	3,929	1.0%
Adoptions	1,881	0.5%
Adult Criminal Treatment Ct – Judge	349	0.1%
Adult Criminal Treatment Ct – Lay Panel	93	0.0%
Juvenile Delinquency Treatment Ct – Judge	34	0.0%
Juvenile Delinquency Treatment Ct – Lay Panel	45	0.0%
Family (CINA/FINA) Treatment Court	184	0.0%
Total*	384,429	100.0%

*Filings for simple misdemeanors and small claims include total filings in CY2015 minus the number of these cases that were disposed by clerks of court without judicial involvement.

**Complex civil: medical malpractice, product liability, professional malpractice, plus 10% of the filings in the “Other contract/commercial” case type group in the standard statistical reports on caseload activity.

Judicial Work Activity Types

Judicial officers perform a variety of functions in and out of court that can be directly related to the processing of cases (case-related activities), as well as non-case-related activities. NCSC staff worked closely with the JWFC to develop a comprehensive list and description of these essential judicial officer activities. The list of activities served as an organizing device to guide data collection during the time study. A list of the six case-related and the nine non-case-related activities are provided in Figures 3 and 4. A more detailed description can be found in Appendices D and E, respectively.

Figure 3: Case-Related Activities

Pre-trial activities
Bench trial/adjudicatory hearing/ stipulated trial/ TPR activities
Jury trial activities
Writing decisions/opinions
Post-trial/post-adjudication/post- judgment activities
Therapeutic (drug/mental health) court activities

Figure 4: Non-Case-Related Activities

Non-case-related administration
Judicial education and training (CLE creditable)
Non-CLE – self-guided education
Community outreach, public speaking
Committees, other meetings, and related work
Travel time (reimbursable)
Vacation/illness/military leave
Other
Time study data reporting and entry

To establish a baseline of current practice, NCSC staff measured the amount of time judicial officers currently spend on various activities throughout the day, including case-related and non-case-related activities.

Work Time by Case and Activity Types

Figure 5 presents a detailed picture of the percentage of case-related time judicial officers spend on various cases statewide. Perhaps not surprisingly, the greatest amount of judicial officer time is spent on serious or aggravated misdemeanors (17.3%). All felony cases (Class A through Class D) account for 16.1% of all judicial officer time. Domestic dissolution and modification cases account for 11.2% of judicial case-related work time. In terms of court-related activities, the greatest proportion of time for all case types is spent on pretrial activities (45.4%), followed by writing decisions and opinions (18.4%).

Distinguish Caseload versus Workload

Comparing the number of filings for each case type with the percentage of time spent on each case type reveals the utility of the weighted caseload methodology. As previously shown in Figure 2, filings for simple misdemeanors represent the highest proportion of cases filed (45.4%). In contrast, Figure 5 reveals that judicial officers collectively spend approximately 10.2% of their case-related time on simple misdemeanors. Clearly, caseload is not the same as workload.

Figure 5: Percentage of Judicial Officer Time Reported by Case Type and Case-Related Event During the 2016 Time Study

Case Types	Pretrial Activities	Bench Trial/Adjud / Stip Trial / TPR hearing	Jury trial	Writing Decisions & Opinions	Post trial/ Post adjud / Post judgment	Therapeutic / Problem Solving Courts	Total
Simple misdemeanors	6.7%	1.8%	0.1%	0.9%	0.7%	0.0%	10.2%
Serious/aggravated misdemeanors	11.8%	0.8%	1.0%	1.2%	2.5%	0.0%	17.3%
D felonies	4.8%	0.5%	0.4%	0.4%	1.4%	0.0%	7.6%
C felonies	2.0%	0.3%	0.9%	0.3%	0.7%	0.0%	4.2%
B felonies	1.1%	0.2%	1.3%	0.2%	0.4%	0.0%	3.2%
A felonies	0.3%	0.0%	0.6%	0.1%	0.1%	0.0%	1.1%
Search warrant applications	1.0%	0.0%	0.0%	0.0%	0.0%	0.0%	1.0%
Domestic: Dissolution & mods	3.0%	3.1%	0.0%	4.2%	0.8%	0.0%	11.2%
Domestic abuse	0.9%	0.8%	0.0%	0.1%	0.2%	0.0%	2.0%
Domestic other (paternity & support)	1.1%	0.9%	0.0%	0.7%	0.4%	0.0%	3.1%
Small claims	1.4%	1.5%	0.0%	1.6%	0.6%	0.0%	5.1%
Complex civil	0.7%	0.2%	0.4%	0.7%	0.1%	0.0%	2.1%
Tort: Other	0.6%	0.0%	0.7%	0.3%	0.1%	0.0%	1.7%
Civil: All other law & equity	2.9%	0.8%	0.5%	2.2%	0.3%	0.0%	6.7%
Probate	1.8%	0.7%	0.0%	0.7%	0.6%	0.0%	3.7%
Post-conviction relief	0.3%	0.1%	0.0%	0.4%	0.1%	0.0%	0.9%
Administrative appeals	0.1%	0.0%	0.0%	0.3%	0.0%	0.0%	0.4%
Adult commitments	1.7%	0.9%	0.0%	0.4%	0.8%	0.0%	3.8%
Juvenile commitments	0.2%	0.1%	0.0%	0.0%	0.1%	0.0%	0.5%
Juvenile TPR	0.3%	0.8%	0.0%	1.4%	0.2%	0.0%	2.6%
Juvenile CINA, FINA & other Child Wel.	1.8%	1.9%	0.0%	1.8%	1.8%	0.0%	7.2%
Juvenile delinquency	0.9%	0.7%	0.0%	0.4%	0.5%	0.0%	2.4%
All adoptions	0.1%	0.2%	0.0%	0.0%	0.1%	0.0%	0.3%
Adult criminal treatment court: Judge	0.0%	0.0%	0.0%	0.0%	0.0%	1.0%	1.0%
Adult criminal treatment court: Lay panel	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Juv. delinquency trtmt court: Judge	0.0%	0.0%	0.0%	0.0%	0.0%	0.2%	0.2%
Juv delinquency trtmt court: Lay panel	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Family (CINA/FINA) treatment court	0.0%	0.0%	0.0%	0.0%	0.0%	0.3%	0.3%
Total Time Per Activity	45.4%	16.4%	5.8%	18.4%	12.4%	1.5%	100.0%

IV. Determining the Case Weights

A case weight represents the average amount of time judicial officers spend on a specific case type during a year. It is a critical element in a weighted caseload formula. The data collected during the time study allows for the construction of case weights for the case types identified by the JWFC. As indicated above, the weighted caseload formula accounts for the fact that case types vary in complexity and require different amounts of judicial time and attention. Relying solely on the sheer number of cases to assess the demands placed on judicial officers ignores the varying levels of resources needed to process different types of cases, as revealed by comparing the distribution of cases and judicial time expenditures in Figures 2 and 5.

The initial statewide case weights were calculated by: (1) adding all judicial time spent on each case type during 20-day data collection period, (2) dividing that total amount of time for each case type by 20 (the number of days in the work-time study) – to determine the average daily amount of work time, (3) multiplying the daily average time by 215 days,¹² which yields the annual amount of judicial work-time on each case type, and (4) dividing the annual work-time by the number of cases filed for each case type during the most recent year of available data on filings (CY 2015). This result provides a picture of the average amount of case-related time currently spent by all trial court judicial officers in Iowa on each of the identified case types. Figure 6 illustrates these calculations for determining the initial case weight for a simple misdemeanor cases.

¹² The formula to annualize time study data per case type is as follows: (case-related judicial time for each case type during the four-week study / 20) x 215).

Figure 6: Example -- Calculating Annualized Minutes and Preliminary Case Weights for Simple Misdemeanor Cases

Developing Annualized Minutes¹³

Simple Misdemeanors - Actual Minutes Recorded During Data Collection Period	208,886
<i>Divide by</i>	÷
Days of Data Collection Period	20
Average Statewide Minutes per Day Working on Misdemeanor Cases	10,444
<i>Multiply by</i>	X
Total Judicial Working Days per Year	215
<i>Equals</i>	=
State-wide Annualized Minutes for Simple Misdemeanor Cases	2,245,460

Developing Initial Case Weight

Statewide Annualized Minutes for Simple Misdemeanor Cases	2,245,460
<i>Divide by</i>	÷
CY 2015 Filings	172,459
<i>Equals</i>	=
Initial Case Weight (minutes)	13

Based on the work-time study, judicial officers in Iowa spend a total of 2,245,460 minutes of case-related time on simple misdemeanor cases annually.¹⁴ Dividing that time by the number of simple misdemeanor cases filed in 2015 (172,459)¹⁵ yields a preliminary case weight of 13 minutes.¹⁶

¹³ All whole numbers in this table are rounded.

¹⁴ All time reported during the time study was weighted to reflect one year of time in order to ensure consistency with the CY 2015 filing data.

¹⁵ In this weighted caseload analysis, simple misdemeanor “filings” equal total filings in CY 2015 minus the number of simple misdemeanors disposed by Clerks of Court without judicial involvement in CY 2015 (e.g., defendant paid the fine without a court appearance or a defendant failed to appear and a default judgment was entered by the clerk).

¹⁶ A substantial portion of these cases involve traffic-related charges (e.g., speeding) that take little time to resolve; the weight was 11 minutes in the 2008 study.

Figure 7 shows the complete set of initial case weights for all 28 case types. The initial weights represent the *average* amount of time judicial officers across the state *currently* spend processing cases, without differentiating judicial work-time by court size or location (e.g., urban or rural). The case weights also do not provide a basis for determining how much time judicial officers *should* spend on their caseloads to provide high quality judicial services in a timely manner. The amount of time judges *currently* spend – as reflected in the case weights – might be insufficient to achieve this goal. To obtain a better understanding of whether the current level of judicial resources, reflected in the case weights, is sufficient, NCSC staff asked judicial officers to complete an Adequacy of Time Survey and conducted discussions with groups of judicial officers in four locations across the state.

Figure 7: Initial Case Weights

Case Type	Initial Case Weight (Minutes)
Simple Misdemeanors	13
Serious /Aggravated Misdemeanors	82
D Felonies	132
C Felonies	338
B Felonies	370
A Felonies	3,086
Search Warrants Filed	34
Domestic: Dissolution of Marriage & Modifications	183*
Domestic Abuse	79
Domestic Other	53*
Small Claims & Civil Infractions	24
Complex Civil Cases	1,553*
Tort: Other	144*
Civil Law & Equity Cases	90*
Probate	57*
Post-Conviction Relief	397*
Administrative Appeals	65*
Adult Commitments	71
Juvenile Commitments	65
Juvenile TPR	290*
Juvenile CINA, FINA and Other Child Welfare Cases	324
Juvenile Delinquency	136
All Adoptions	39
Adult Criminal Treatment Court – Judge oversight	626
Adult Criminal Treatment Court – Lay Panel oversight	23
Juv. Delinquency Treatment Court – Judge oversight	1,188
Juv. Delinquency Treatment Court – Lay Panel oversight	5
Family (CINA/FINA) Treatment Court	414

* These case weights are adjusted upward by 15 to 20 percent in subsequent tables and Appendix G in this report as recommended by the JWFC.

V. Survey on Adequacy of Judicial Time to Perform Judicial Duties

During the last week of the time study in October 2016, NCSC staff emailed a link to the Adequacy of Time survey to all judicial officers who participated in the work-time study. This survey sought the views of judicial officers regarding the extent to which they have sufficient time to adequately prepare for and engage in all phases of case processing. Approximately 37% of all judicial officers completed the survey. The results provided the JWFC additional information to help evaluate the case weights and ensure that the needs assessment model provides adequate time for quality judicial services. The case weights derived solely from the work-time study represent “what is,” i.e., the average amount of time judicial officers currently spend on each case type given the current level of judicial resources. The survey data provide information to help determine “what should be,” i.e., whether there is sufficient time to provide high quality services or employ “best practices.”

The web-based questionnaire focused specifically on judicial tasks, and respondents were asked to assess whether they have enough time to do a reasonable job in performing necessary judicial job tasks for each case type on which they work. The list of specific judicial duties was organized around the activities for which judicial officers tracked their time during the time study: pre-trial activities, bench trial/adjudication hearing/stipulated trial/TPR hearing, jury trial activities, writing decisions/opinions, post-trial/post adjudication/post-judgment activities and treatment court activities.¹⁷

¹⁷ NCSC staff developed the initial survey, which was reviewed and revised by JWFC members and State Court Administration staff.

Specifically, for each of the six separate case-related activity categories identified, judicial officers were asked to evaluate the statement, “During the course of a normal work-week, do you have sufficient time to fully address [SPECIFIC ACTIVITY] that come before your court?” Respondents answered the question for each case type. Survey respondents were offered a five-point response ranging from the negative “Almost Never Have Enough Time” (1), to the positive “Almost Always Have Enough Time” (5). An example of the survey layout, illustrating one activity, is provided in Figure 8. The option of “Not Applicable” was offered for case types or activities in which respondents do not engage.

Figure 8: Adequacy of Time Survey Layout

During the course of a normal workweek, do you have sufficient time to fully address pre-trial activities that come before your court?
Simple Misdemeanors:

1	2	3	4	5	NA
Almost Never Have Enough Time		Usually Have Enough Time		Almost Always Have Enough Time	Does Not Apply

NCSC staff compiled the responses and analyzed the results of the survey. For each activity an average response score was generated.¹⁸ Figure 9 shows the overall average adequacy of time score for each case type. A complete set of the results by case type and activity type can be found in Appendix F.

An average rating of 3.0 (“Usually have sufficient time”) is generally considered a threshold to determine whether judicial officers believe they have adequate (rating of 3.0 or greater) or inadequate (rating lower

¹⁸ Responses of “Does Not Apply” were excluded from the average.

than 3.0) time to complete their work to their level of satisfaction. In Figure 9, the shaded case types are the ones with an average score below the 3.0 thresholds. The case types include: dissolution of marriage and modification, other domestic, complex civil, other tort, other law and equity, probate, post-conviction relief, administrative appeals, juvenile TPR and non-case related administration.¹⁹

Written comments from judicial officers

Respondents were also encouraged to provide written comments to further explain the nature of their time constraints regarding various case types. While the overall ratings may indicate that judicial officers have sufficient time to do their work, their comments provide insight into the specific difficulties they have juggling the work demands. One judge's comment poignantly conveys a common sentiment regarding time availability:

"The sheer number of cases - both pre and post-trial - lead to a situation where there is not enough time in the day to properly address each case."

¹⁹ Note: the case type of juvenile commitments was inadvertently left out of the questionnaire. Additionally, judicial officers were asked to respond to the treatment court work as an activity, and not as a case type, since this was the way in which data were collected.

Figure 9: Adequacy of Time Survey Findings – Average Scores by Case Type²⁰

Case Type	Average Score
Simple Misdemeanors	3.52
Serious or Aggravated Misdemeanors	3.31
D Felonies	3.19
C Felonies	3.19
B Felonies	3.17
A Felonies	3.22
Search Warrants Filed	3.53
Domestic: Dissolution of Marriage & Modifications	2.50
Domestic Abuse	3.28
Domestic Other	2.64
Small Claims	3.27
Complex Civil Cases	2.48
Tort: Other	2.83
Civil: All Other Law & Equity Cases	2.82
Probate	2.86
Post-Conviction Relief	2.49
Administrative Appeals	2.55
Adult Commitments	3.37
Juvenile Commitments	NA
Juvenile TPR	2.78
Juvenile CINA, FINA and Other Child Welfare Cases	3.18
Juvenile Delinquency	3.16
All Adoptions	3.83

Many judicial officers reported the need to take work home, or work beyond the normal eight-hour day in order to prepare orders and conduct research for hearings on the following day, as indicated by this comment:

"I do not have even one session per week where I am not assigned to a court session. This makes research and writing nearly impossible without spending time in the evenings and on the weekend to do so. This inhibits my ability to participate in community or legal organizations on a regular basis."

²⁰ Shaded case types are an indication of judicial officers reporting they had inadequate time to complete their work.

Judicial officers also indicated for many juvenile case types they frequently feel that there is not enough time available, as indicated by comments such as this:

"Given the volume of juvenile cases and the statutory time frames in which they must be completed, there is most certainly not enough time to give each case the level of attention that it deserves."

Finally, the following comment characterizes the theme of comments throughout the survey, and likely conveys the reason for the low ratings in terms of adequacy of time for judicial officers to do their work:

"If we were only working on our cases, it would not be difficult. Administrative, record keeping, compliance, grant acquisition and administration, time tracking, and relationship building are literally endless tasks. The administrative burden detract(s) dramatically from our ability to focus on serving the people..."

VI. Focus Groups

As a supplement to the work-time study, in November 2016 NCSC staff conducted focus group discussions with groups of judges and magistrates in four locations: Onawa, Des Moines, Waterloo, and Washington. One of the goals of the discussions was to obtain feedback on the relative adequacy of the initial case weights. The discussions also provided NCSC staff an opportunity to explain the general methodology and calculations that are the basis of the weighted caseload formula, to obtain feedback about the work-time study, and to gain insight about variations in judicial officers' case management practices and factors that might not have been accounted for during the work-time study.

Judicial Officer Focus Group Themes

Relative Case Weights

Judicial officer participants were asked to review the initial case weights, in bar graph form, ranging from the longest to shortest average case processing times. No numbers were presented. Instead, participants were asked to comment on the length of the graph's bars in relationship to one another.

Civil Cases. Regarding civil case types, judicial officers reasoned that the decrease in the case weight could be the result of several changes that have occurred since the last time study, including the following: (1) more litigants are seeking resolution through the use of mediation (sometimes inside the court) or arbitration; (2) new rules regarding mandatory discovery may have reduced judicial time associated with these cases; (3) more tort cases settle outside of trial in recent years because litigants do not want to wait for a trial date that could be set far into the future; and (4) law clerks do a fair amount of research and writing on these case types and, since law clerks did not participate in the time study, the true amount of time it takes to process civil cases may not be adequately reflected in these findings.

Some judicial officers indicated that in rural areas many civil case attorneys are requesting hearings by telephone, which shortens the duration of hearings, thus speeding up case processing time. Several judges indicated that differences in case processing clearly exist when comparing rural and urban locations; however, no one suggested developing separate case weights for those groups. Differences identified include a variation in the types of cases filed as well as case processing practices. Some participants indicated that, in rural districts, some types of

cases that are filed may take more time simply because rural areas do not have the ongoing experience with them and are not as efficient at processing (e.g., complex civil cases).

Domestic Dissolution and Modifications and Probate Cases. Several judges indicated surprise that domestic dissolution of marriage and modifications did not have a higher case weight. Participants indicated spending a lot of time on such cases – especially when self-represented litigants are involved. Similarly, there was some concern raised regarding probate cases, with judges reporting that these cases are becoming more litigious, especially when large farms or other such properties are involved. However, other judicial officers argued that the probate category also includes large numbers of conservatorship cases, which often take significantly less judge time than estate cases, thus reducing the overall probate case weight.

Juvenile Case Types: Judges who focus primarily on juvenile cases raised concern over the juvenile case category case weights. These judges argued that the cases are very time consuming; they include a lot of interested parties, require a lot of hearings, and require adherence to federal best practice standards. Several juvenile judges also indicated that there is significant reading that must be taken on to keep abreast of changing science, best practices and rules associated with juvenile cases. Many juvenile judges indicated either speeding through this reading, or doing the reading outside of court hours, just to keep up.

Criminal Cases: Judicial officers, primarily from rural locations, indicated that they see very few criminal cases. Some participants indicated that, in rural districts, class A

felonies may take more time, simply because rural areas do not have the ongoing experience with them and are not as efficient at processing. Also, judicial participants indicated that simply having access to services in more urban areas, such as mental health or substance abuse assessments, can help speed up case processing.

Administrative Appeals. A few judges indicated that the case weight for administrative appeals seemed low. They argued that these cases are very time consuming and document-intensive, and they require thoughtful and well-prepared findings and orders. Some judges suggested that there may not have been adequate work on administrative appeals during the time study to actually capture the true amount of time required to process them, thus the case weight may not be truly representative of this work.

Non-case-related time. Judicial officers agreed that the relatively low amount of time reported for non-case-related activities was likely correct, given current practices and resources. Several judicial officers indicated that they do not have time to engage in some of the non-case-related activities that were measured during the time study. Many judges indicated that they use court reporters or other court staff to engage in these activities; other judicial officers indicated that, given their case-related workload demands, they have cut back on committee work. One judicial officer stated “from a personal standpoint, I have to cut down on committee work; if I had more time, I would do more.” Similarly, another judicial officer proclaimed about the non-case-related time: “it’s the first to go.” One judge stated that “from the standpoint of putting together a ruling, we don’t have enough time built into the

schedule to do this – if you do it the way you think is right, you do it at night or over the weekend. What would the public expect regarding the time and thought that judges put into our decisions and rulings?” Most judicial officers supported the need for additional non-case-related time being built into their day. Many judicial officers indicated that having time dedicated to conduct research and writing for orders and rulings is greatly needed.

Work-Related Travel. Judicial officers unanimously indicated that travel time during 2016 is less than in previous years due to budget cuts in FY 2017 (beginning July 1, 2016), which has led the judicial branch to reduce travel costs by 10 percent in all judicial districts. All judicial officers who participated in the focus groups indicated that looking at past years’ actual travel reimbursement claims would be a much more reliable indicator of their typical travel activity, including travel requirements in the future.²¹

Other Issues Discussed with the Focus Groups

Data Collection Period

Some participants felt the selected month did not adequately reflect their personal workload. Several judicial officers indicated that they had scheduled vacations or other time off during part of the time study. A few judicial officers indicated jury trials fell off of

their docket during this month, which statistically was unusual for them.

Most judicial officers indicated the data collection period was a typical representation of their workload. There was an understanding throughout the state that, in any given month, a judicial officer may be ill, on vacation, or have emergencies that will prevent them from working a normal work week, and there will always be staff turnover or situations where judicial officers may not be at their fullest potential at the time of any study. All in all, participants in each of the four focus groups agreed that the study period was generally representative of the work they do across the state.

Difficult/confusing to track time

Some judicial officers experienced minor problems in terms of recording the work they did. In some cases, judicial officers had to “recreate” the work they did during a busy court session, for example having to split out the time associated with arraignments and taking pleas. Others indicated that breaking out the work they did while multi-tasking was a challenge. Finally, judicial officers reported possibly losing time when they went in and out of the queue throughout the day – this work could add up to 30 to 60 minutes each day for some participants, and many judicial officers had to estimate the time associated with that work.

Anything not captured?

A few judicial officers indicated they did not report all judicial work-time during the study. In these instances, the work not accounted for typically occurred outside of the courthouse, including responding to emails or addressing items in their queue during off hours, or having conversations with members of court administration or others throughout their

²¹ Regarding judicial officer travel, many judges indicated that they regularly ride with their court reporter when traveling to other court locations. In some cases the judge may drive, and the court reporter may drive on other occasions. For this reason, *both* judicial officer *and* court reporter time were included in the data on travel time used in this study, but if both drove to a location, only the judge’s travel claim was included.

workday. But a majority of participants tried to record all their work-time. As one judicial officer stated, “If I did not know exactly where to put the time, I found a place to put it.”

When this question was rephrased and judicial officers were asked whether they were working at a sustainable pace, the responses changed a bit. Many judicial officers indicated they “cut corners” in order to keep up with the pace of the work. Cutting corners often results in writing shorter opinions and orders. Some judicial officers indicated they create templates to shorten the time it takes to write orders and opinions. Others indicated they don’t take as much time as they’d like to write longer orders, indicating that “I could write longer rulings, but I don’t think the litigants want or need it. We want to provide the right answer, but it doesn’t have to be ‘flowery.’” Finally, many judicial officers indicated that they rely on court reporters and other court staff in order to keep up with their work. Most of the work identified in this category (non-case-related work) as not adequately captured occurred in the non-case-related area.

District Specific Issues

Focus group respondents indicated a significant difference in judicial work depending on whether the court was located in an urban or rural location. One participant indicated that “it is almost impossible to compare the work in urban vs. rural areas, especially when considering the time magistrates are on-call.” Many rural magistrates reported concerns with lengthy on-call periods. Judicial officers also indicated that the lack of resources in rural counties might lengthen case processing times. For example, if a court has easy and quick access to a substance abuse evaluator, like in urban locations, a case requiring such

resources can be disposed of in a quicker manner. Some judicial officers cited a recent influx of non-English-speaking immigrants in the courts as slowing the court process.

In a couple of locations, judicial officers indicated having higher than usual jury trial rates, resulting in longer case processing times. Focus group participants suggested reviewing the disposition rates for jury trials by subdistrict, to determine whether there is a statistically significant difference.²²

In some locations, judicial officers indicated that a shortage of judicial officers has resulted in fewer civil trials being set, thus reducing case processing time. In District 6, where there is a concentration of hospitals serving mental health patients, there is a greater mental health commitment rate and a significantly greater amount of after hours time associated with these cases.

Impact of EDMS

Judicial officers reported many positive aspects related to the implementation of EDMS in the Iowa courts, including the following:

- Cutting time to produce orders,
- Having access to court files in all counties, regardless of their physical location, which makes judicial officers more efficient with their time (including both case preparation time and time associated with signing orders),
- Having quicker access to motions submitted by attorneys.

²² An analysis of jury trial rates by subdistrict was subsequently presented to the JWFC, but the committee determined that this information could not be adequately built into the case weights or the judicial workload formula. See the “Recommendations” section at the end of this report.

Judicial officers also identified some negative unintended consequences associated with EDMS as well, but most of these impacts are related to attorneys, such as:

- Attorneys now expect almost immediate responses to motions filed, even if a judge is not working when the motion has been filed,
- Attorneys spend less time in court and less time interacting with one another, which can make the court process take longer because attorneys are less likely to try to work out issues among themselves.

While most judicial officers identified many positive aspects of EDMS, there was an equally strong concern that EDMS has transformed the job of a judicial officer into a largely clerical job, which has raised concerns.

Judicial Officer Focus Groups Summary

The time study conducted in Iowa measures the amount of time judicial officers currently spend handling cases, which includes the concerns raised in the focus group sessions. **A time study does not inform us about the amount of time judicial officers *should* spend on activities to ensure the quality processing of cases.**

Based on the focus group findings, concerns were raised around the following issues:

- Case weights for the following case types:
 - Civil,
 - Juvenile,
 - Domestic Dissolution and Modification,
 - Probate,
 - Criminal, especially A Felonies,
 - Administrative Appeals,
 - Non-case-related time,
- District-specific issues

- Differences in case processing time between urban and rural locations, especially as it relates to access to services, trial rates and, in District 6, the presence of a multiple mental health hospitals.

VII. JWFC Decisions on Case Weights and the Final Report

The JWFC held its final in-person meeting on December 8, 2016, to review all of the data and qualitative input (i.e., feedback from the focus groups and findings from the adequacy of time survey shown in Figure 9). A substantial portion of the discussion at this meeting focused on the findings from the adequacy of time survey and whether those findings might justify increasing the case weights derived solely from the data on judicial work-time.

Adequacy of Time to Perform Judicial Duties

The JWFC expressed substantial concern about the assessment that most judges do not believe they have sufficient time to perform their duties to their satisfaction for at least nine of the case types. Accepting the case weights based solely on the data from the four-week work-time study would effectively “lock in” that status quo for the next five to eight years (until the weighted caseload formula is revised again). Adjusting the case weights for the nine case types would produce an estimate of judgeship needs that more closely approximates the judicial resources our courts need to allow judges to devote sufficient time to perform their duties to their satisfaction somewhere between usually and almost always. The counter argument to making adjustments to any of the

case weights is that such an action might create the impression that the JWFC arbitrarily manipulated the case weights, thereby diminishing the legitimacy or integrity of the new weighted caseload formula.

After considerable discussion of the pros and cons of making any adjustments to the preliminary case weights, JWFC members unanimously agreed that the data from the adequacy of time survey (see Figure 9) justified making adjustments to the case weights for the nine case types for which the average score on the adequacy of time survey was 3.0 or less. The survey identified only the case types for which judicial officers believe time is lacking – and not the additional amount of time judicial officers feel they need. Consequently, the JWFC discussed ways to systematically make reasonable adjustments to increase the case weights for the nine case types.

The JWFC recommends the following *protocol for adjusting the nine case weights*²³:

- Six case types with an average score below 2.8 should be increased by 20%,
- Three case types with an average score below from 2.8 to less than 3.0 should be increased by 15%.

In addition, the JWFC recommends adjusting the case weights for adult criminal and juvenile delinquency treatment court cases overseen by *lay panels*. The JWFC recommends increasing these two case weights by retaining the case weight for lay

panel programs from the 2008 judicial work-time study because insufficient judicial work-time data were obtained for these case types during the 2016 work-time study.

Figure 10: Final Case Weights (Minutes)

Case Type	A. Initial Unadjusted Case Wgts	B. Adjusted Case Wgts
Simple Misdemeanors	13	13
Serious & Aggravated Misdemeanors	82	82
D Felonies	132	132
C Felonies	338	338
B Felonies	370	370
A Felonies	3,086	3,086
Search Warrants Filed	34	34
Dissolution & Modification**	183	219
Domestic Abuse	79	79
Domestic Other**	53	64
Small Claims	24	24
Complex Civil Cases**	1,553	1,863
Tort: Other*	144	165
All Other Law & Equity*	90	104
Probate*	57	65
Post-Conviction Relief**	397	476
Admin Appeals**	65	78
Adult Commitments	71	71
Juvenile Commitments	65	65
Juvenile TPR**	290	347
Juvenile CINA/FINA/Other	324	324
Juvenile Delinquency	136	136
All Adoptions	39	39
Adult Crim. Trt Ct – Judge	626	626
Adult Crim. Trt Ct – Lay Panel***	23	29
Juv. Delinq. Trt Ct – Judge	1,1188	1,188
Juv. Delinq. Trt Ct – Lay Panel***	5	29
Family (CINA) Treatment Ct	414	414

*Weight adjusted up by 15%

**Weight adjusted up by 20%

***Recommend retaining 2008 case weights (29 minutes) due to inadequate time sample in 2016.

The JWFC believes the Iowa courts should aspire to have sufficient judicial resources so judges could edge closer to “almost always” having a sufficient amount of time to perform

²³ The JWFC spent a considerable amount of time discussing a strategy to incorporate the AOT survey findings into a reasonable set of case weight adjustments. The decision to base the 15 and 20% adjustments based on the AOT scores for each case type was deemed to be the most reasonable and conservative approach to provide judicial officers with adequate time to process cases the nine case types in a thoughtful and thorough manner.

their duties to their satisfaction. The aspiration was to develop an adjustment that would move the AOT score somewhere between “usually having enough time” (a score of 3.0) and “almost always having enough time” (a score of 5.0). Figure 10 shows both the initial *unadjusted* (column A) and the *adjusted* case weights (column B).

VIII. Calculating Judicial Resource Needs

Determining Judicial Officers’ Annual Available Time for Case Work (ATCW)

In every workload study, three factors contribute to the calculation of resource need: case filings, case weights, and judicial officers’ annual available time for casework (ATCW). The relationship of these elements is expressed as follows:

- **Case Workload** = Cases Filed x Case Weights,
- **Number of FTE Judicial Officers Needed**
= Case Workload ÷ Judicial Officer ATCW value

The judicial officer ATCW value represents the amount of time in a year that judicial officers have to perform case-related work. Arriving at this value is a three-stage process:

- (1) Determine how many days per year are available for judicial officers to perform work (the judicial officer work year),
- (2) Determine how many business hours per day are available for case-related work as opposed to non-case-related work (the judicial officer day),
- (3) Multiply the numbers in steps 1 and 2, then multiply by 60 minutes; this yields the judicial officer ATCW value, which is an estimate of the amount of time (in minutes) the “average” judicial officer has to do case-related work during the year.

Step 1: The Judicial Officer Work Year

Calculating the “average” judicial officer work-year requires determining the number of days per year that judicial officers have to perform case-related matters. Obtaining this number involved working closely with the JWFC to deduct time for weekends, holidays, vacation, sick and personal leave and education/training days. After deducting these constants from 365 days, it was determined that judicial officers in Iowa have, on average, 215 days available each year to perform judicial activities²⁴ (see Figure 11).

Step 2: The Judicial Officer Work Day

For Iowa’s judicial workload assessment calculations, it is assumed that all judicial officers work eight hours per day on their judicial duties.

Figure 11: Calculating the Judicial Officer Work Year (Days and Minutes)

	Days	Minutes
Total Year (8 hours/ day x 60 minutes = 480 minutes per day)	365	175,200
<u>Subtract</u>		
Weekends (480 minutes x 104 days)	- 104	49,920
Holidays (480 minutes x 11 days)	- 11	5,280
Leave (vacation, sick & other) (480 minutes x 25 days)	- 25	12,000
Professional development (CLEs) (480 minutes x 10 days)	- 10	4,800
Total Available Work Time (480 minutes x 215 days)	215	103,200

²⁴ The judge work year value is slightly higher than in prior workload assessment studies conducted in Iowa (215 days per year versus 212 days per year in prior studies). Average vacation/sick leave time was one day less than in previous study periods (25 versus 26) and the committee also determined that professional development time was only 10 days, rather than 12 days as determined by previous committees.

Step 3: Calculate the Judicial Officers' Annual Available Time for Case Work

Figure 11 shows the total time judicial officers have available per year to perform all their judicial duties. However, judicial work-time includes both case-related and non-case-related activities. To determine how much time judicial officers have available to work on cases, we must *subtract* their average *non-case-related* time from the total available work-time shown in Figure 11. *Non-case-related time* includes activities such as:

- Work-related travel,
- Committee meetings and related work,
- CLE training,
- Non-CLE legal research (self-guided),
- Community outreach, public speaking,
- Other non-case-related activities.²⁵

Non-case-related activities (excluding travel). Based on the data collected during the work-time study, NCSC staff determined that judicial officers in Iowa spend an average of 31 minutes per day on non-case-related activities (excluding travel). NCSC staff informed the JWFC that based on NCSC staff experience in many other state courts, the judges typically spend an average of more than 60 minutes per day on non-case related activities. JWFC members also noted that the adequacy of time survey indicated that Iowa judges believe they usually do not have sufficient time to perform non-case-related duties to their satisfaction. Given these considerations, the JWFC recommended increasing the non-case-related time factor to 60 minutes per day per judicial officer in the judicial workload assessment model.

²⁵ In addition to the non-case-related activities, judges reported leave time, judicial training, and time study reporting time in this category. These data were recorded but removed from the study, since the time is already built into the judicial officer year value.

Travel time. Many judicial officers spend time traveling to other counties to provide court services, and this time must also be subtracted from the eight-hour workday to determine the number of hours available to work on cases. To accommodate budget restrictions, the judiciary instituted travel restrictions on judges beginning July 2016. For this reason, *actual mileage claimed* by judges and their court reporters (when judges rode with their court reporters) during FY 2016 was used to determine travel time. Data on travel claims were provided to the state court administrator's Office of Finance and Personnel for travel claims arising within each subdistrict. Mileage information was converted to minutes (total miles traveled divided by 50, assuming a driving rate of 50 miles per hour).²⁶

Using this calculation, the average annual travel time per judge in each judicial subdistrict is shown in Figure 12, column C. As expected, the most rural subdistrict (5B) had the most travel minutes per judge (19,954), while the most populace subdistrict (5C) had the least travel minutes per judge (859). Consequently, there are differences by subdistrict in the judicial officers' annual available time for casework (see Figure 12, column D). Subdistrict 5B has the least annual available time for casework (70,346 minute per judge), while subdistrict 5C has the most annual available time for casework (89,441 minutes per judge).

²⁶ The JWFC members unanimously agreed to use an average travel speed of 50 mph because many judicial officers travel highways with maximum speed limits of only 55 mph, and because speed limits within cities and towns are much slower than on highways.

Determining the Need for Judicial Officers

In Iowa, district judges and district associate judges are appointed to and stand for retention election in one of the 14 judicial election districts. Therefore, it is most appropriate to apply the weighted caseload formula to determine judgeship needs in each judicial election district. In a nutshell, the need for judicial officers in each judicial election district is determined by:

- (1) Multiplying the case weight for each of the case types in the workload assessment model by the most recent annual number of filings for each of those case types, which yields the total estimated number of judicial work minutes required to handle the case-related workload in the election district;
- (2) Dividing the result in step 1 by the average available time (minutes) judges have available for case-related work, which varies by subdistrict due to differences in the average amount of judicial travel time (see Figure 12);
- (3) The result in step two yields the number of full-time equivalent (FTE) judicial officers needed to handle the case-related work in the election district.

Figure 13 shows this analysis for each judicial election district; it includes the use of 11 *adjusted* case weights (see Figure 10), as recommended by the JWFC.

The 2016 weighted workload formula applied to each judicial election district reveals that statewide the Iowa district courts should have at least **277**²⁷ full-time equivalent (FTE) judicial officers to effectively handle the

district courts' workload.²⁸ However, statewide the Iowa district courts currently have about **239** FTE judicial officers of all types.²⁹ This means Iowa's district courts are approximately *16% short of the number needed* according to the new formula.

Figure 13: Summary of Calculations for Determining the Need for Judicial Officers in Each Subdistrict – Using 11 Adjusted Case Weights*

	A	B**	C	D	E
Subdistrict	Total case-specific work minutes (sum of filings X case weights)	Judicial Officers' average available minutes for case work/Yr	Estimated # of FTE judicial officers needed (A/B)	Current # of authorized FTE judicial officers (Mag.=.33)	Difference between current # and # needed (D-C)
1A	1,000,037	84,142	11.9	11.6	-0.2
1B	1,658,874	85,376	19.4	18.6	-0.8
2A	1,025,027	80,535	12.7	13.3	0.6
2B	2,070,450	82,564	25.1	24.6	-0.5
3A	909,513	80,895	11.2	10.8	-0.4
3B	1,601,010	86,083	18.6	16.1	-2.5
4	1,918,788	82,415	23.3	17.0	-6.3
5A	1,301,827	82,586	15.8	14.0	-1.8
5B	440,802	70,346	6.3	8.0	1.7
5C	3,836,930	89,441	42.9	33.0	-9.9
6	2,932,156	86,122	34.0	26.9	-7.1
7	2,419,030	84,637	28.6	22.0	-6.6
8A	1,306,564	78,551	16.6	13.0	-3.7
8B	877,920	83,804	10.5	10.3	-0.2
		State:	276.9	239.2	-37.7

*See Appendix G for the detailed table and calculations on which this table is based. (The numbers are rounded to one decimal based using an Excel spreadsheet.)

**See Figure 12, column D.

²⁸ Appendix H presents a detailed analysis of the need for judicial officers using the initial or *unadjusted* case weights. Also see Figure 14.

²⁹ There are 191 full-time judges and 146 part-time magistrates. Magistrates are paid about 31 percent of the salary of a full-time district associate judge, so are considered to equate to approximately one-third of a full-time judicial officer [146 X .33 = 48.2 full-time equivalent judicial officers]; 191 + 48.2 = 239.2. For the breakdown of judicial officers, see Appendix F, attached.

²⁷ This number is rounded up from 276.9 (See Appendix G, row indicating "Total Judicial Officer FTE DEMAND").

For the purpose of comparison, Figure 14 shows the same calculation of the need for district court judicial resources, but the analysis uses the initial unadjusted case weights (see Figure 10).

Figure 14: Summary of Calculations for Determining the Need for Judicial Officers in Each Subdistrict – Using Unadjusted Case Weights*

	A	B**	C	D	E
Subdistrict	Total case-specific work minutes (sum of filings X case weights)	Judicial Officers' average available minutes for case work/Yr	Estimated # of FTE judicial officers needed (A/B)	Current # of authorized FTE judicial officers (Mag.=.33)	Difference between <u>current</u> # and # <u>needed</u> (D-C)
1A	951,796	84,142	11.3	11.6	0.3
1B	1,564,668	85,376	18.3	18.6	0.3
2A	963,331	80,535	12.0	13.3	1.3
2B	1,954,713	82,564	23.7	24.6	0.9
3A	859,752	80,895	10.6	10.8	0.2
3B	1,517,933	86,083	17.6	16.1	-1.5
4	1,826,449	82,415	22.2	17.0	-5.2
5A	1,221,026	82,586	14.8	14.0	-0.8
5B	414,974	70,346	5.9	8.0	2.1
5C	3,617,233	89,441	40.4	33.0	-7.5
6	2,765,710	86,122	32.1	26.9	-5.2
7	2,292,808	84,637	27.1	22.0	-5.1
8A	1,235,707	78,551	15.7	13.0	-2.8
8B	829,494	83,804	9.9	10.3	0.4
		State:	261.7	239.2	-22.5

*See Appendix H for the detailed table and calculations on which this table is based.

**See Figure 12, column D.

Even without employing the 11 adjusted case weights, as recommended by the JWFC, this analysis shows that the Iowa district courts need 23 additional FTE judicial officers statewide to handle the workload in a fair and timely manner.

Readers should note, however, that the analyses in Figures 13 and 14 provide only a general assessment of the need for FTE judicial officers in each judicial election district. They do not assess the need for each specific type of judicial officer (district judges, district associate judges, and magistrates) in the judicial election district. The weighted workload model is sufficiently flexible to allow that analysis to be done. It would provide more specific estimates of the shortage or surplus (if any) of the specific types of judicial officers in each judicial election district.

Conclusion

The new weighted caseload model based on the 2016 study of judicial work-time, including adjustments to 11 of the 28 case weights, indicates a statewide need for an additional 38 FTE judicial officers to process the annual workload effectively (see Figure 13). At a minimum, based on the new formula using the unadjusted case weights, the district courts need an additional 23 FTE judicial officers.

The next section sets forth two recommendations from the NCSC and three recommendations offered jointly by the JWFC and the NCSC.

IX. Recommendations

The NCSC proposes the following two recommendations to maintain the integrity and utility of the case weights and judicial needs model.

Recommendation #1

The NCSC recommends updating the judicial officer need assessment annually, using the most recent annual number of case filings.

Recommendation #2

The workload formula presented in this report should be the starting point for determining the need for judicial officers in each district and subdistrict. There are some key factors that are not directly accounted for in this weighted caseload model including, but not limited to: differences between urban and rural jurisdictions in their abilities to have judges specialize and to effectively provide backup judges when needed; differences in jury trial rates across subdistricts; continuing growth in the number of civil and domestic cases involving self-represented parties; differences among counties in the percentage of persons who require court interpreting services (whose hearings require more time); and the adequacy of the number and types (e.g., law clerks, court reporters) of judicial support staff. The state court administrator and the judicial council may wish to consider these qualitative factors when they consider reallocation of judicial officers or requests for additional judgeships.

The NCSC and the JWFC jointly propose the following recommendations.

Recommendation #3

The supreme court and the judicial council should consider adopting the JWFC case weight adjustments recommended in this report (see Appendix G). Case weights based solely on judicial work-time data (see Appendix H) reflect current practices and resources. However, findings from the adequacy of judicial time survey clearly indicate that most judges do not believe they “usually” have adequate time to conduct proceedings and write rulings in some case types. The JWFC recommends adjustments to nine case weights to provide adequate judicial resources so Iowa judges “usually” or “almost always” have sufficient time to perform judicial duties, particularly to produce thorough and well-researched written rulings.

Recommendation #4

This report provides only a general summary of the findings from the application of the new weighted caseload model for assessing judgeship needs. The general application of the new model shown in Figures 13 and 14 could mask the extent of shortages of specific types of judicial officers. To more effectively use of the workload assessment model, the state court administrator should apply the model in a manner that provides an estimate of the need for specific types of judicial officers (district court judges, district associate judges, and judicial magistrates) in each judicial election district.

Recommendation #5

During the judicial work-time study, all the time magistrates spent working on cases – including case-related work time while on-call -- was recorded and included in the calculation of the case weights. However, the “on-call” time – during which magistrates have to be available to handle matters after regular work hours – was not systematically captured in the case weights. The state court administrator should take this issue into account when using a weighted caseload model to assess the need for judicial magistrates in each county.

Appendices

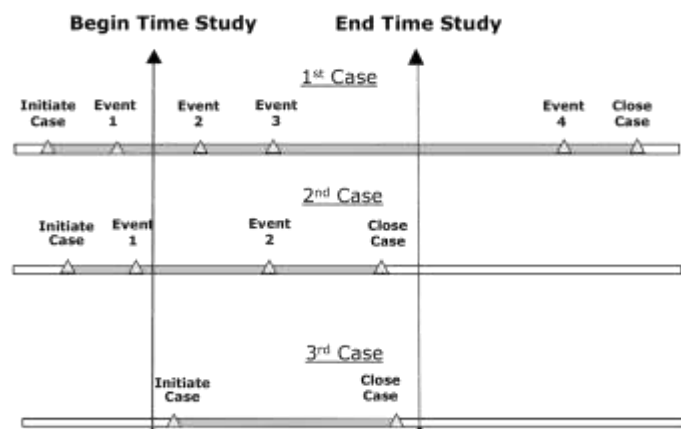
Appendix A: Event-Based Methodology

Event-Based Methodology is designed to take a snapshot of court activity and compare the judicial officer time spent on primary case events to the number of cases entering the court. The study measures the total amount of judicial time in an average four-week period devoted to processing each particular type of case for which case weights are being developed. Because this method is a snapshot, few cases actually complete the journey from filing to final resolution during the study period. However, courts in each county throughout the state are processing a number of each type of case in varying stages of the case life cycle. For example, during the four-week time study period, a given court will handle the initiation of a number of new civil cases, while the same court will also have other civil cases (perhaps filed months or years earlier) on the trial docket, and still other civil cases in the post-judgment phase.

Moreover, if the sample period is representative, the mix of pre-trial, non-trial and trial dispositions, writing decisions and opinions, post-judgment activities and therapeutic court activities conducted for each type of case, as well as the time devoted to each type of activity, will be representative of the type of work entering the court throughout the year. Therefore, data collected during the study period provides a direct measure of the amount of judicial time devoted to the full range of key case processing events.

Time data are then combined with new filing numbers. For example, if judicial officers spent 150,000 minutes processing civil tort cases and there were 250 such cases entered, this would produce an average of 600 minutes (or ten hours) per civil tort case (150,000 minutes/250 cases). This ten-hour case weight is interpreted as the average time to process a civil tort case from filing to final resolution – even though no individual case is tracked from start to finish within the four weeks. Rather, the workload standard is a composite of separate (though likely similar) cases observed at various points in the case life cycle. Figure A1 illustrates the Event-Based Methodology concept.

Figure A1: Event-Based Time Study



Assume the figure above shows the progress of three separate civil tort cases during the period of the four-week time study. It is not necessary that cases be tracked from start to finish. Instead, for each type of case examined, the study tracks the time spent on key processing events during each case's life cycle.

For example, Case 1 illustrates the time required to process the middle segment of case life; Case 2 the time required to process the end segment of case life; and Case 3 illustrates the time required to complete an entire case of minimal complexity. When the time spent on each event for these three cases is added together, the result is an estimate of the total amount of time needed to process a case, even though all cases are not tracked from start to finish. In the current study, because the time estimates are based on observations from thousands of individual case events for each case type, the methodology is highly reliable.

Appendix B: Iowa Case Types and Definitions

For the Judicial Workload Assessment Study

1. Domestic: Dissolution & Modification

2. Domestic: Civil Abuse - includes 236 and elder abuse

3. Domestic: Other

4. Complex Civil

- Medical/dental malpractice
- Other professional malpractice
- Product liability/Toxic substance cases
- Business Court cases
- Other civil cases in which a *judge knows or believes the case has already required or is likely to require substantially more judge time than a typical tort, contract, or other civil law or equity case.*

5. Torts: Other

Motor vehicle, premises liability, other personal injury, property/financial damage

6. Post Conviction Review

7. Civil: All Other Law & Equity cases

8. Administrative Appeals

9. Small Claims

Forcible entry & detainer, money judgment, civil infractions, small claims appeals

10. Simple misdemeanors

State traffic, other state, ordinance, domestic abuse assault

11. Indictable misdemeanors (*all*)

Domestic abuse assault, other violent, property, drugs, OWI (1st & 2nd), driving with license revoked, other non-violent

12. A Felonies

13. B Felonies

14. C Felonies

15. D Felonies

16. Search warrants filed

17. Probate: Estates, trusteeships, guardianships, conservatorships

18. Adult Commitments

Involuntary mental health, substance abuse, other mental health

19. Juvenile: Commitments

Mental health, substance abuse, other

20. Juvenile: CINA, FINA, & parent notification

21. Juvenile: TPR

22. Juvenile: Delinquency

Sex assault, other violent, property offense, alcohol, other drugs, other non-violent delinquency

23. All Adoptions

24. Drug/Therapeutic Court Cases

Adult Criminal Drug Courts, Juvenile Delinquency Drug Courts, Mental Health Courts, Veterans Courts, Family/Child Welfare Courts, Driver License Reinstatement Court and other **specialty treatment oriented** courts

Appendix C: Iowa Case-Related Activity Definitions

For the Judicial Workload Assessment Study

1. Pretrial Activities

Includes: initial appearance/arraignment, pretrial hearings & motions, pretrial conferences, calendar call, settlement conferences, removal hearings, pretrial management conferences, pretrial research, administrative activities occurring pre trial, etc.

2. Bench Trial/ Adjudication Hearing / Stipulated Trial / TPR Hearings

Includes: all judicial activities occurring during a non-jury trial through entry of final judgment/decision by the judicial officer – or—through entry of guilty plea, settlement or dismissal prior to final judgment/decision by the judicial officer (excluding “writing opinions / decisions”—see #4 below).

3. Jury Trial

Includes all activities occurring during a jury trial, including jury selection and activities through entry of verdict – or – through entry of guilty plea, settlement or dismissal prior to verdict.

4. Writing Decisions / Opinions

Includes time spent doing research for and writing decisions.

5. Post-Trial / Post-Adjudication / Post-Judgment/Deferred Adjudications

Includes: sentencing/dispositional hearings, post judgment activity writs and activity, sentence review hearings, administrative activities occurring post trial, post-trial motions, review hearings and activities, includes all activity that occurs post-judgment or after a deferred judgment. For criminal cases only, include all activity related to probation violations, unsupervised probation and collections compliance review.

7. Therapeutic (Drug/Mental Health) Court Activity

Includes all activity associated with therapeutic courts, such as staffing, reviewing files, planning and other activity. [NOTE: this activity will only be available when therapeutic court is selected as a case type).

[Note 1: Mental health cases – Travel time to and from a courthouse to a hospital during the regular work-day – AND – travel after regular work hours (while on-call) from home to a hospital for a mental health case should be counted as case-related time.]

[Note 2: On-call time: Record only the time that you are “called into action” to perform judicial duties. Count all the time (including travel time) from the phone call until the judicial duties are completed and you return to your previous location as case-related time.]

Appendix D: Iowa Non-Case-Related Activity Definitions

For the Judicial Workload Assessment Study

-
- 1. Non-case-related administration** – Includes administrative work that is not related to a particular case, such as: Checking and responding to email, voice mail, personnel issues, management issues, facilities-related work, budgetary activities and addressing technology issues.
 - 2. CLE Training** – Includes continuing education and professional development, reading advance sheets/recent appellate opinions, and out-of-state education programs permitted by the state. Includes both receiving and providing CLE training.
 - 3. Non-CLE Programs/Research (Self-Guided Research)** – includes keeping current with the law by conducting general legal research, reading law journals or other professional journals and other types of self-guided research.
 - 4. Community outreach, public speaking** – Includes time spent on community and civic activities in your role as a judge, e.g., speaking at a local bar luncheon, attendance at rotary functions, or Law Day at the local high school. This activity also includes preparing or officiating at weddings for which you are not paid. DO NOT record weddings where you are paid.
 - 5. Committees, other meetings, and related work** – Includes time spent in state, local or other work-related committee meetings, staff or other meetings that are job related. Also include any work done for these meetings outside of the actual meeting time.
 - 6. Travel time** – Includes any reimbursable travel. This includes time spent traveling to and from a court or other facility outside one's county of residence for any court-related business, including meetings. Traveling to the court in one's own county is local "commuting time," which should NOT be counted as travel time. **[Note: Mental health cases – Travel time to and from a courthouse to a hospital within your county during the work-day – AND – travel after regular work hours (while on-call) – from home to a hospital and back – for a mental health case should be counted as case-related time.]**
 - 7. Vacation /Illness /Military** – Includes any non-recognized holiday/military leave time.
 - 8. Other** – Includes all other work-related, but non-case-related tasks that do not fit in the above categories.
 - 9. NCSC project time** – record the time it takes you to record your time for the current workload time study.
-

Appendix E: Adequacy of Time Survey Results

All Case Types – Average Overall Scores

Shaded case types are an indication of judicial officers reporting they had inadequate time to complete their work.

Case Type Category	Average Score*
1. Simple Misdemeanors	3.52
2. Serious or Aggravated Misdemeanors	3.31
3. D Felonies	3.19
4. C Felonies	3.19
5. B Felonies	3.17
6. A Felonies	3.22
7. Search Warrant Cases Filed	3.53
8. Dissolution of Marriage & Modification Cases	2.50
9. Domestic Abuse Cases	3.28
10. Other Domestic Cases (Paternity, Support)	2.64
11. Small Claims & Civil Infractions Cases	3.27
12. Complex Civil Cases	2.48
13. Other Tort Cases	2.83
14. Other Law & Equity Cases	2.82
15. Probate Cases	2.86
16. Post-Conviction Relief Cases	2.49
17. Administrative Appeals	2.55
18. Adult Commitments	3.37
19. Juvenile Commitments	NA ³⁰
20. Juvenile TPR Cases	2.78
21. Juvenile CINA, FINA, and Other Child Welfare Cases	3.18
22. Juvenile Delinquency Cases	3.16
23. Adoption Cases	3.83
Non-Case Related	2.47

*Adequacy of Time Survey scoring:

- 1 = Almost never have sufficient time
- 2
- 3 = Usually have sufficient time
- 4
- 5 = Almost always have sufficient time

³⁰ The juvenile commitment case type was inadvertently left off of the Adequacy of Time Survey; however, this case type was not raised as a concern by either the focus group participants or the JWFC.

Adequacy of Time Survey Results: By Activity and Case Type

Case-Related Judicial Activities

Pre-Trial Activities

During the course of a normal work-week, do you have sufficient time to fully address pre-trial activities that come before your court?						
	Almost never have enough time		Usually have enough time		Almost always have enough time	Average Score
<i>Rating Scale</i>	<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	
1. Simple Misdemeanors	2	6	36	8	36	3.80
2. Serious or Aggravated Misdemeanors	2	12	38	13	44	3.78
3. D Felonies	7	12	40	14	46	3.67
4. C Felonies	6	12	34	14	36	3.61
5. B Felonies	6	12	33	11	37	3.62
6. A Felonies	9	11	29	8	38	3.58
7. Search Warrant Cases Filed	4	10	51	9	46	3.69
8. Dissolution of Marriage & Modification Cases	12	19	15	6	8	2.65
9. Domestic Abuse Cases	4	16	41	13	26	3.41
10. Other Domestic Cases (Paternity, Support)	5	21	18	8	9	2.92
11. Small Claims & Civil Infractions Cases	5	13	26	10	20	3.36
12. Complex Civil Cases	17	17	11	8	7	2.52
13. Other Tort Cases	6	22	16	9	14	3.04
14. Other Law & Equity Cases	7	20	21	9	17	3.12
15. Probate Cases	4	10	24	3	13	3.20
16. Post-Conviction Relief Cases	13	14	24	8	5	2.66
17. Administrative Appeals	11	12	21	9	5	2.74
18. Adult Commitments	1	19	41	10	27	3.44
19. Juvenile Commitments						
20. Juvenile TPR Cases	5	9	13	5	8	3.05
21. Juvenile CINA, FINA, and Other Child Welfare Cases	5	5	11	3	13	3.38
22. Juvenile Delinquency Cases	1	8	10	4	8	3.32
23. Adoption Cases	2	5	16	4	33	4.02
Case Type Composite Score						3.30

Bench Trial/Adjudication Hearing/Stipulated Trial/TPR Hearing

During the course of a normal work-week, do you have sufficient time to attend to bench trials/adjudication hearings/stipulated trial/TPR hearings?						
	Almost never have enough time		Usually have enough time		Almost always have enough time	Average Score
<i>Rating Scale</i>	<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	
1. Simple Misdemeanors	3	5	37	5	33	3.72
2. Serious or Aggravated Misdemeanors	2	11	30	8	27	3.60
3. D Felonies	1	16	36	8	24	3.45
4. C Felonies	0	14	24	7	20	3.51
5. B Felonies	2	14	22	5	20	3.43
6. A Felonies	3	12	21	5	22	3.49
7. Search Warrant Cases Filed	1	12	46	8	38	3.67
8. Dissolution of Marriage & Modification Cases	10	15	20	10	7	2.82
9. Domestic Abuse Cases	4	19	38	14	22	3.32
10. Other Domestic Cases (Paternity, Support)	6	17	21	10	6	2.88
11. Small Claims & Civil Infractions Cases	6	11	28	6	19	3.30
12. Complex Civil Cases	16	9	18	6	8	2.67
13. Other Tort Cases	3	17	22	10	12	3.17
14. Other Law & Equity Cases	2	19	23	11	13	3.21
15. Probate Cases	2	11	24	7	9	3.19
16. Post-Conviction Relief Cases	8	15	23	11	6	2.87
17. Administrative Appeals	9	10	22	8	9	2.97
18. Adult Commitments	2	15	38	13	23	3.44
19. Juvenile Commitments						
20. Juvenile TPR Cases	7	8	13	3	5	2.75
21. Juvenile CINA, FINA, and Other Child Welfare Cases	4	6	12	3	7	3.09
22. Juvenile Delinquency Cases	2	9	11	2	6	3.03
23. Adoption Cases	1	2	20	6	28	4.02
Case Type Composite Score						3.25

Jury Trial Activities

During the course of a normal work-week, do you have sufficient time to fully conduct all aspects of **jury trials** when they are held?

	Almost never have enough time		Usually have enough time		Almost always have enough time	Average Score
<i>Rating Scale</i>	<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	
1. Simple Misdemeanors	5	3	29	5	26	3.65
2. Serious or Aggravated Misdemeanors	4	14	29	2	27	3.45
3. D Felonies	5	16	33	4	24	3.32
4. C Felonies	4	14	20	3	21	3.37
5. B Felonies	4	16	17	2	21	3.33
6. A Felonies	5	14	19	2	19	3.27
7. Search Warrant Cases Filed						
8. Dissolution of Marriage & Modification Cases						
9. Domestic Abuse Cases						
10. Other Domestic Cases (Paternity, Support)						
11. Small Claims & Civil Infractions Cases						
12. Complex Civil Cases	12	14	15	7	9	2.77
13. Other Tort Cases	4	19	20	8	11	3.05
14. Other Law & Equity Cases	5	18	23	8	11	3.03
15. Probate Cases						
16. Post-Conviction Relief Cases						
17. Administrative Appeals	5	4	12	3	3	2.81
18. Adult Commitments						
19. Juvenile Commitments						
20. Juvenile TPR Cases						
21. Juvenile CINA, FINA, and Other Child Welfare Cases						
22. Juvenile Delinquency Cases						
23. Adoption Cases						
Case Type Composite Score						3.23

Writing Decisions/Opinions

During the course of a normal work-week, do you have sufficient time to adequately think through and **write decisions and opinions**?

	Almost never have enough time		Usually have enough time		Almost always have enough time	Average Score
<i>Rating Scale</i>	<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	
1. Simple Misdemeanors	10	10	34	5	21	3.21
2. Serious or Aggravated Misdemeanors	14	20	24	3	15	2.80
3. D Felonies	15	23	27	4	10	2.63
4. C Felonies	10	15	24	4	6	2.68
5. B Felonies	11	14	24	3	7	2.68
6. A Felonies	12	15	22	2	9	2.68
7. Search Warrant Cases Filed	7	11	39	10	29	3.45
8. Dissolution of Marriage & Modification Cases	26	21	9	2		
9. Domestic Abuse Cases	6	17	38	5	17	3.12
10. Other Domestic Cases (Paternity, Support)	22	16	15	3	4	2.18
11. Small Claims & Civil Infractions Cases	11	12	21	6	12	2.94
12. Complex Civil Cases	26	15	8	4	5	2.09
13. Other Tort Cases	24	13	16	4	5	2.24
14. Other Law & Equity Cases	26	14	14	5	7	2.29
15. Probate Cases	14	11	20	3	4	2.46
16. Post-Conviction Relief Cases	27	14	13	4	3	2.05
17. Administrative Appeals	25	8	16	2	5	2.18
18. Adult Commitments	8	11	28	9	17	3.22
19. Juvenile Commitments						
20. Juvenile TPR Cases	12	12	5	1	2	2.03
21. Juvenile CINA, FINA, and Other Child Welfare Cases	8	5	11	0	7	2.77
22. Juvenile Delinquency Cases	7	3	10	3	6	2.93
23. Adoption Cases	3	1	20	2	22	3.81
Case Type Composite Score						2.66

Post-Trial/Post-Adjudication/Post-Judgment

During the course of a normal work-week, do you have sufficient time to address the **post-trial/post-adjudication/post-judgment** aspects of the cases that come before you?

	Almost never have enough time		Usually have enough time		Almost always have enough time	Average Score
<i>Rating Scale</i>	<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	
1. Simple Misdemeanors	3	8	35	6	28	3.60
2. Serious or Aggravated Misdemeanors	5	9	39	6	22	3.38
3. D Felonies	5	12	39	8	23	3.37
4. C Felonies	3	11	31	7	14	3.27
5. B Felonies	3	13	29	7	13	3.22
6. A Felonies	5	13	25	8	13	3.17
7. Search Warrant Cases Filed	1	6	40	4	30	3.69
8. Dissolution of Marriage & Modification Cases	10	17	26	3	4	2.57
9. Domestic Abuse Cases	4	13	36	9	20	3.34
10. Other Domestic Cases (Paternity, Support)	9	16	26	5	5	2.69
11. Small Claims & Civil Infractions Cases	4	4	30	11	13	3.40
12. Complex Civil Cases	12	18	19	5	6	2.58
13. Other Tort Cases	7	18	26	3	9	2.83
14. Other Law & Equity Cases	8	16	27	6	8	2.85
15. Probate Cases	3	13	25	3	6	2.92
16. Post-Conviction Relief Cases	8	18	25	5	4	2.65
17. Administrative Appeals	10	14	21	3	5	2.60
18. Adult Commitments	2	13	33	10	19	3.40
19. Juvenile Commitments						
20. Juvenile TPR Cases	3	5	19	2	2	2.84
21. Juvenile CINA, FINA, and Other Child Welfare Cases	3	2	16	2	7	3.27
22. Juvenile Delinquency Cases	3	3	13	1	6	3.15
23. Adoption Cases	2	2	18	2	19	3.79
Case Type Composite Score						3.12

Non-Case Related Judicial Activities

Non-case Related Activities

Please rate the degree to which you have enough time to attend to the following non-case-specific work activities:					
	Almost never have enough time		Usually have enough time		Almost always have enough time
<i>Rating Scale</i>	<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>
Non-case-related administration	23	31	57	6	13
Self-guided education (non-CLE)	48	29	36	7	12
Community outreach, public speaking	32	37	39	12	9
Committees, meetings & related work	27	44	39	9	10
Case Type Composite Score					2.47

Appendix F: Judicial Officers in Each Judicial Election District in Iowa

Number of Authorized Judicial Officers in Iowa's District Courts (Corrected D8 Magistrates on: 6-5-17)¹

Row	Type of Judicial Officers	1A	1B	2A	2B	3A ²	3B ²	4	5A	5B	5C	6	7	8A	8B	State
1	District Judge	5	9	6	11	5	8	8	7	4	17	13	12	6	5	116
2	District Associate Judge	3	4	3	8	3	5	4	5	1	13	7	5	3	4	68
3	Associate Juvenile Judge	1	2	0	0	0.5	0.5	0	0	0	0	1	0	1	0	6
4	Associate Probate Judge										1					1
5	Magistrate positions ²	8	11	13	17	7	8	15	6	9	6	18	15	10	3	146
6	Total Positions	17	26	22	36	15.5	21.5	27	18	14	37	39	32	20	12	337
7	Total FTE (if Magistrates = .33 FTE)	11.6	18.6	13.3	24.6	10.8	16.1	16.9	14.0	8.0	33.0	27.0	22.0	13.3	10	239.2

1 Vacant judgeship positions are included in this table as authorized judges.

2 In District 3, one Associate Juvenile Judge is half-time in 3A and half-time in 3B.

3 The number of magistrates in row 5 excludes the 60 positions exchanged to obtain 20 full-time District Associate Judges; these DAJ positions are included in row 2 (District Assoc. Judges).

Appendix G:

Weighted Caseload Formula Applied to Each Judicial Election District Using 11 **Adjusted** Case Weights & CY 2015 Filings*

Row	J type	Case Types:	Case Wgts [1]	1A	1B	2A	2B	3A	3B	4	5A	5B	5C	6	7	8A	8B	STATE
1	M	Simple misdems [2]	13	9,353	11,946	7,205	15,261	6,758	9,736	17,679	7,784	2,747	25,630	21,784	21,237	9,230	6,109	172,459
2	A	Serious or aggrv misds	82	2,106	3,635	2,053	4,319	1,847	3,186	3,551	2,481	843	7,016	6,311	4,595	2,568	1,668	46,179
3	D	D felonies [3]	132	427	906	563	1,057	476	785	1,194	670	247	2,349	1,426	1,428	651	472	12,651
4	D	C felonies	338	140	207	116	206	113	138	301	130	74	452	278	335	170	109	2,769
5	D	B felonies	370	85	123	61	161	56	131	233	102	36	315	140	204	145	83	1,875
6	D	A felonies	3,086	5	7	1	3	1	5	10	3	1	16	9	12	4	5	82
7	M	Search warrant cases	34	316	658	340	646	357	445	471	253	159	499	910	1,104	356	231	6,745
8	D	Domestic: dissol & modif **	219	262	833	663	1,356	487	875	1,074	997	317	1,933	1,895	1,448	865	482	13,487
9	D	Domestic abuse	79	186	247	228	448	149	365	432	326	174	939	1,086	827	447	214	6,068
10	D	Domestic other **	64	965	1,054	543	1,064	452	1,209	934	644	269	1,571	1,334	1,332	704	594	12,669
11	M	Sm claims & civ infracs [2]	24	2,585	3,352	1,576	3,467	1,392	2,579	3,531	2,169	759	10,569	6,040	5,641	1,729	1,507	46,896
12	D	Complex civil [4] **	1,863	16	33	10	16	8	13	14	13	1	79	42	27	10	11	293
13	D	Tort: other *	165	109	249	95	179	97	137	177	142	42	648	363	250	104	65	2,657
14	D	Civil: other law/equity *	104	621	1,179	632	1,237	645	903	1,160	1,040	315	3,492	2,098	1,555	805	535	16,217
15	D	Probate *	65	735	996	921	1,743	962	1,008	961	840	398	1,447	1,648	1,269	939	560	14,427
16	D	Post-conviction relief **	476	25	61	22	53	9	16	29	10	5	89	74	54	20	51	518
17	D	Administrative appeals **	78	40	64	47	105	51	57	88	86	26	353	167	103	39	31	1,257
18	M	Adult commitments	71	642	1,010	542	1,472	529	1,223	711	432	182	1,014	1,882	998	606	599	11,842
19	A	Juv commitments	65	115	119	71	208	114	156	115	50	20	56	240	245	65	57	1,631
20	A	Juv TPR **	347	68	124	145	171	83	155	141	135	34	400	219	147	108	59	1,989
21	A	Juv CINA/FINA/Pnotif	324	172	195	250	489	260	553	446	374	90	839	449	357	286	148	4,908
22	A	Juv delinquency	136	199	313	72	335	130	224	318	206	68	629	561	451	178	245	3,929
23	D	Adoptions	39	69	119	105	193	65	149	162	134	43	360	213	132	76	61	1,881
24	D	Adult crim trtmt ct-Judge [5]	626	18	29	16	11		41	45	17		42	51	27	41	11	349
25	D	Adult crim trtmt ct-Lay panel [5]	29						93									93
26	A	Juv delq trt ct: Judge [6]	1,188										24				4	28
27	A	Juv delq trt ct: Lay panel [6]	29				3	3	32									38
28	A	Family (CINA/FINA) trt ct [7]	414		4	10	9	13	25	8	10		22	21	12	48		182
29		Total District Filings		19,259	27,463	16,287	34,212	15,057	24,239	33,785	19,048	6,850	60,783	49,241	43,790	20,194	13,911	384,119
30		[A] Case-Specific Work Minutes (Sum of Wgts x Filings)		1,000,037	1,658,874	1,025,027	2,070,450	909,513	1,601,010	19,18,788	1,301,827	440,802	3,836,930	2,932,156	2,419,030	1,306,564	877,920	23,298,928
31		[B] Avg annual mins. avail. for case-work (See Figure 12, col. D)		84,142	85,376	80,535	82,564	80,895	86,083	82,415	82,586	70,346	89,441	86,122	84,637	78,551	83,804	
32		[C] Total Jud Ofcr FTE DEMAND (A/B)		11.9	19.4	12.7	25.1	11.2	18.6	23.3	15.8	6.3	42.9	34.0	28.6	16.6	10.5	276.9
33		[D] Current Auth. J Ofcrs (Mags=.33 Fte)		11.6	18.6	13.3	24.6	10.8	16.1	17.0	14.0	8.0	33.0	26.9	22.0	13.0	10.3	239.2
34		[E] DEMAND - # Authorized (C - D)		-0.2	-0.8	0.6	-0.5	-0.4	-2.5	-6.3	-1.8	1.7	-9.9	-7.1	-6.6	-3.7	-0.2	-37.7

*Updated D8 magistrates on 6-5-17

Judicial Officer Types (indicates which type of judge typically handles each case type):**A**

Associate Judges

D

District Judges

M

Magistrates

Appendix G: Notes

- 1 **Case weights** = Average minutes judicial officers spent on each case type during a 20-day study period (total minutes in 20-day period divided by 20, then multiplied by 215) divided by total CY2015 filings of each respective case type.

Case weight adjustments legend:

*Increased by 15% /

**Increased by 20% /

Used 2008 weight

Explanation of case weight adjustments: Based on a review of an "Adequacy of Time" survey and responses from focus group participants, the Judicial Workload Formula Committee found that judicial officers reported that they did not "usually have sufficient time" to perform their duties (especially writing rulings) to their satisfaction. This was primarily an issue for selected civil and domestic relations case types. By their nature, the case weights developed from a judicial work time study reflect the current status quo regarding the amount of time spent on cases. The committee decided that it was not acceptable to "lock in" case weights that reflect a situation in which judges do not have sufficient time to perform their duties to their satisfaction. Therefore, the committee unanimously recommends increasing the case weights for the selected civil and domestic case types by 15% (if the average AOT survey score was less than 3.0 to 2.8) and by 20% if the average AOT score was less than 2.8. (See Appendix E for the Adequacy of Time Survey scores). These supplements are intended to

- 2 Simple misdemeanors (adjusted) and small claims/infractions (adjusted) = the total number of filings of these case types multiplied by the percentage of those cases disposed by judicial officers during the year -- by subdistrict. (Note: 70% of small claims are disposed by judicial officers; 35% of simple misdemeanors are disposed by judicial officers statewide.)
- 3 State Court Administration worked with the IT Division to produce a special report that extracted felony filings based on felony class rather than case type and subtype. Class D Felonies includes both Class D Felonies and Administrative Criminal filings because they have been previously included in the "other non-violent felony" category in the standard statistical reports since 2001. In addition, both District Court Judges and District Associate Judges (DAJs) have jurisdiction over Class D felonies.
- 4 Complex torts = medical malp., other professional malp., and product liability cases. Complex civil = Complex torts -- PLUS -- 10% of the civil case type called "Contract/Commercial - Other" (in the Civil Caseload Activity Report).
- 5 Adult criminal treatment court includes any specialty drug, mental health, or veteran's treatment court that involves a referral from a criminal court action; participation in the treatment program is typically a term of the person's probation.
- 6 Separate case weights have been created for judge-based programs and those using a lay panel. Most specialty treatment courts assign a judge to preside at all regular (weekly) review proceedings and to decide, if appropriate, when a participant is removed from the program. A few counties use a lay panel of 3 citizens to preside at the regular review proceedings, but if the panel believes a participant should be removed from the program, a judge is assigned to make that decision. Judge-based programs require substantially more judicial time. (**NOTE:** The initial case weight for juvenile delinquency treatment courts with a lay panel was only 5 minutes, and the weight for adult criminal treatment courts with a lay panel was 23 minutes. The judicial formula advisory committee concluded that the amount of time reported by judges on these programs was unusually small and may have been due to some anomalies in these programs during the study period. Therefore, the committee recommends retaining the case weight developed during the 2008 study of judicial work time -- which was 29 minutes per case -- and applying that weight to both juvenile
- 7 "Family Treatment Court" Involves drug/MH treatment of parents who are the subject of a Child in Need of Assistance (CINA) petition in juvenile court; these parents could lose custody and eventually parental rights if they fail to successfully complete the family treatment court program.

Appendix H:

Weighted Caseload Formula Applied to Each Judicial Election District Using **Unadjusted** Case Weights & CY 2015 Filings*

Row	J type	Case Types:	Case Wgts [1]	1A	1B	2A	2B	3A	3B	4	5A	5B	5C	6	7	8A	8B	STATE
1	M	Simple misdems [2]	13	9,353	11,946	7,205	15,261	6,758	9,736	17,679	7,784	2,747	25,630	21,784	21,237	9,230	6,109	172,459
2	A	Serious or aggrv misdms	82	2,106	3,635	2,053	4,319	1,847	3,186	3,551	2,481	843	7,016	6,311	4,595	2,568	1,668	46,179
3	D	D felonies [3]	132	427	906	563	1,057	476	785	1,194	670	247	2,349	1,426	1,428	651	472	12,651
4	D	C felonies	338	140	207	116	206	113	138	301	130	74	452	278	335	170	109	2,769
5	D	B felonies	370	85	123	61	161	56	131	233	102	36	315	140	204	145	83	1,875
6	D	A felonies	3,086	5	7	1	3	1	5	10	3	1	16	9	12	4	5	82
7	M	Search warrant cases	34	316	658	340	646	357	445	471	253	159	499	910	1,104	356	231	6,745
8	D	Domestic: dissol & modif	183	262	833	663	1,356	487	875	1,074	997	317	1,933	1,895	1,448	865	482	13,487
9	D	Domestic abuse	79	186	247	228	448	149	365	432	326	174	939	1,086	827	447	214	6,068
10	D	Domestic other	53	965	1,054	543	1,064	452	1,209	934	644	269	1,571	1,334	1,332	704	594	12,669
11	M	Sm claims & civ infracs [2]	24	2,585	3,352	1,576	3,467	1,392	2,579	3,531	2,169	759	10,569	6,040	5,641	1,729	1,507	46,896
12	D	Complex civil [4]	1,553	16	33	10	16	8	13	14	13	1	79	42	27	10	11	293
13	D	Tort: other	144	109	249	95	179	97	137	177	142	42	648	363	250	104	65	2,657
14	D	Civil: other law/equity	90	621	1,179	632	1,237	645	903	1,160	1,040	315	3,492	2,098	1,555	805	535	16,217
15	D	Probate	57	735	996	921	1,743	962	1,008	961	840	398	1,447	1,648	1,269	939	560	14,427
16	D	Post-conviction relief	397	25	61	22	53	9	16	29	10	5	89	74	54	20	51	518
17	D	Admin appeals	65	40	64	47	105	51	57	88	86	26	353	167	103	39	31	1,257
18	M	Adult commitments	71	642	1,010	542	1,472	529	1,223	711	432	182	1,014	1,882	998	606	599	11,842
19	A	Juv commitments	65	115	119	71	208	114	156	115	50	20	56	240	245	65	57	1,631
20	A	Juv TPR	290	68	124	145	171	83	155	141	135	34	400	219	147	108	59	1,989
21	A	Juv CINA/FINA/Pnotif	324	172	195	250	489	260	553	446	374	90	839	449	357	286	148	4,908
22	A	Juv delinquency	136	199	313	72	335	130	224	318	206	68	629	561	451	178	245	3,929
23	D	Adoptions	39	69	119	105	193	65	149	162	134	43	360	213	132	76	61	1,881
24	D	Adult crim trtmt ct-Judge [5]	626	18	29	16	11		41	45	17		42	51	27	41	11	349
25	D	Adult crim trtmt ct-Lay panel [5]	23						93									93
26	A	Juv delq trt ct: Judge [6]	1,188										24				4	28
27	A	Juv delq trt ct: Lay panel [6]	5				3	3	32									38
28	A	Family (CINA/FINA) trt ct [7]	421		4	10	9	13	25	8	10		22	21	12	48		182
29		Total District Filings		19,259	27,463	16,287	34,212	15,057	24,239	33,785	19,048	6,850	60,783	49,241	43,790	20,194	13,911	384,119
30		[A] Case-Specific Work Minutes (Sum of Wgts x Filings)		951,796	1,564,668	963,331	1,954,641	859,680	1,516,607	1,826,449	1,221,026	414,974	3,617,233	2,765,710	###	1,235,707	829,494	22,014,124
31		[B] Avg annual mins. avail. for case-work (See Figure 12, col. D)		84,142	85,376	80,535	82,564	80,895	86,083	82,415	82,586	70,346	89,441	86,122	84,637	78,551	83,804	
32		[C] Total Jud Ofcr FTE DEMAND (A/B)		11.3	18.3	12.0	23.7	10.6	17.6	22.2	14.8	5.9	40.4	32.1	27.1	15.7	9.9	261.6
33		[D] Current Auth. J Ofcrs (Mags=.33 Fte)		11.6	18.6	13.3	24.6	10.8	16.1	17.0	14.0	8.0	33.0	26.9	22.0	13.0	10.3	239.2
34		[E] DEMAND - # Authorized (C - D)		0.3	0.3	1.3	0.9	0.2	-1.5	-5.2	-0.8	2.1	-7.5	-5.2	-5.1	-2.8	0.4	-22.5

*Updated D8 magistrates on 6-5-17

Judicial Officer Types (indicates which type of judge typically handles each case type):

A Associate Judges

D District Judges

M Magistrates

Appendix H: Notes

- 1 **Case weights = Aveage minutes judicial officers spent on each case type** during a 20-day study period (total minutes in 20-day period divided by 20, then multiplied by 215) divided by total CY2015 filings of each respective case type.
- 2 Simple misdemeanors (adjusted) and small claims/infractions (adjusted) = the total number of filings of these case types multiplied by the percentage of those cases disposed by judicial officers during the year -- by subdistrict. (Note: 70% of small claims are disposed by judicial officers; 35% of simple misdemeanors are disposed by judicial officers statewide.)
- 3 State Court Administration worked with the IT Division to produce a special report that extracted felony filings based on felony class rather than case type and subtype. Class D Felonies includes both Class D Felonies and Administrative Criminal filings because they have been previously included in the "other non-violent felony" category in the standard statistical reports since 2001. In addition, both District Court Judges and District
- 4 Complex torts = medical malp., other professional malp., and product liability cases. Complex civil = Complex torts -- PLUS -- 10% of the civil case type called "Contract/Commercial - Other" (in the Civil Caseload Activity Report).
- 5 Adult criminal treatment court includes any specialty drug, mental health, or veteran's treatment court that involves a referral from a criminal court action; participation in the treatment program is typically a term of the person's probation.
- 6 Separate case weights have been created for judge-based programs and those using a lay panel. Most specialty treatment courts assign a judge to preside at all regular (weekly) review proceedings and to decide, if appropriate, when a participant is removed from the program. A few counties use a lay panel of 3 citizens to preside at the regular review proceedings, but if the panel believes a participant should be removed from the program, a judge is assigned to make that decision. Judge-based programs require substantially more judicial time. (**NOTE:** The initial case weight for juvenile delinquency treatment courts with a lay panel was only 5 minutes, and the weight for adult criminal treatment courts with a lay panel was 23 minutes. The judicial formula advisory committee concluded that the amount of time reported by judges on these programs was unusually small and may have been due to some anomalies in these programs during the study period. Therefore, the committee recommends retaining the case weight developed during the 2008 study of judicial work time -- which was 29 minutes per case -- and applying that weight to both juvenile delinquency and adult criminal treatment court cases overseen by lay panels.)
- 7 "Family Treatment Court" Involves drug/MH treatment of parents who are the subject of a Child in Need of Assistance (CINA) petition in juvenile court; these parents could lose custody and eventually parental rights if they fail to successfully complete the family treatment court program.